**PERT – Data Structures for File Reporters
Payroll**

September 2010

Logistics

» CalPERS_PERT4U@calpers.ca.gov

» Chat

» Audio

Agenda

Terms & Notation

Technical Toolkit

Payroll Data Elements

Payroll Schema Overview

Payroll Reporting Scenarios

Polling Questions

Wrap Up

Q & A

Terms & Notation

» Node = a branch structure containing 1 or more nodes or elements

» ….. = designates additional nodes or elements branching from noted element

Technical Toolkit

CalPERS On-Line

www.calpers.ca.gov/pert

» Employers

www.calpers.ca.gov/mycalperspartners

» Direct Authorization Vendors

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Technical Toolkit

Contents
- » Quick Reference Guide
- » Content Changes
- » Guide to the Technical Toolkit
- » Guide to File Readiness
- » Data Element Definitions
- » Schemas
- » CalPERS ID File Exchange Layout
- » Encryption/Decryption External File Naming
- » Sample XML
- » XML Validator Tool Setup & Usage Guide
- » XML Validator Tool
- » Tools Available on the Internet

Payroll Data Elements

CalPERS IDs

» Service Center's

» Employer's

» Participant's

» Division's

Appointment ID

Payroll Data Elements

» Report Type

>> REG: Earned Period Report

>> ADJ: Adjustment Report

>> GAP: Gap Report

>> SIP: Supplemental Income Plan

>> SAJ: Supplemental Income Plan Adjustment

Payroll Data Elements

» Record Type

    » PAY: Payroll Contributions

    » SCP: Service Credit Purchase

    » OPR: Over Payment Receivables

    » SIP: Supplemental Income Plan

Payroll Data Elements

» Type of Transaction

  » EPR: Earned Period Report

  » PPA: Prior Period Adjustment

  » EPN: Earned Period, No Contribution and No Service

  » PPN: Prior Period Adjustment, No Contribution and No Service

  » RSA: Retroactive Salary Adjustment

  » RSC: Retroactive Special Compensation

Payroll Data Elements

» Taxed Member Paid Contribution/Deduction*

» Tax Deferred Member Paid Contribution/Deduction*

» Tax Deferred Employer Paid Member Contribution*

* Also used for reporting SIP contributions and/or adjustments

Payroll Data Elements

» CalPERS ID

  » Always 10 digits

» Decimal

  » 40.00 vs 0040.00

  » 40 allowed

» Boolean

  » "true" vs "True"

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Payroll Schema Overview

	Service Centers CalPERS ID	
Employer Payroll Report	Employer	Employers CalPERS ID
		Report….
	Employer	Employers CalPERS ID
		Report….
		Report…

Payroll Schema Overview

Report	Report Period Begin Date
	Report Period End Date
	Program Type
	Test Report
	Report Type
	Report Counter….
	Participant….
	Participant….
Report….	

Payroll Schema Overview

Report Counter….	Record Type	
	Record Type Count	
	Record Type Total	
	Supplemental Income Plan Details….	SIP Plan ID
		SIP Count
		SIP Total
	Supplemental Income Plan Details….	
Report Counter….		

Payroll Schema Overview

Report Counter	Record Type = SIP	
	Record Type Count	
	Record Type Total	
	Supplemental Income Plan Details….	SIP Plan ID
		SIP Count
		SIP Total
	Supplemental Income Plan Details….	SIP Plan ID
		SIP Count
		SIP Total
Participant….		
Participant….		

Payroll Schema Overview

Participant….	Participant Info	CalPERS ID
		First Name
		Middle Name
		Last Name
	Participant Record Details….	
Participant….	Participant Info	CalPERS ID
		First Name
		Middle Name
		Last Name
	Participant Record Details….	
	Participant Record Details….	

Payroll Schema Overview

Participant	Participant Info….	
	Participant Record Details	Earned Period Details….
		Payroll….
		Supplemental Income Plan….
		Service Credit Purchase….
		Deduction for Overpayment….

Payroll Report Overview

Participant Record Details….	Earned Period Details	Record Period Begin Date
		Record Period End Date
		Payroll Record Memo
	Payroll….	
	Supplemental Income Plan….	
	Service Credit Purchase Deduction….	
	Deduction for Overpayment Receivables….	

Payroll Schema Overview

	Plan ID
	Reportable Earnings
Supplemental Income Plan	Taxed Member Paid Contributions
	Tax Deferred Member Paid Contributions
	Tax Deferred Employer Paid Member Contributions
	After Tax Loan Payment
Supplemental Income Plan….	

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Payroll Schema Overview

Service Credit Purchase Deduction	Taxed Member Paid Contributions
	Tax Deferred Member Paid Contributions

Deduction For Overpayment Receivable	Taxed Member Paid Contributions

Payroll Schema Overview

Payroll	Type of Transaction
	Appointment ID
	Division CalPERS ID
	Pay Rate Type
	Pay Rate
	Reportable Earnings
	Scheduled Full Time Days Per Week
	Scheduled Full time Hours Per Week

Payroll Schema Overview

Payroll	Special Compensation	Special Compensation Category
		Special Compensation Type
		Special Compensation Amount
	Special Compensation	Special Compensation Category
		Special Compensation Type
		Special Compensation Amount

Payroll Schema Overview

Payroll	Taxed Member Paid Contribution/Deduction
	Tax Deferred Member Paid Contribution
	Tax Deferred Employer Paid Member Contribution
	Survivor Contribution
	Survivor Contribution Spouse
	Survivor Contribution Child
	Taxed Member Paid Additional Contribution
	Tax Deferred Employer Paid Additional Contribution
	Total Hours worked

Payroll Reporting Scenarios

Regular Payroll

>> Earned Period

>> Prior Period Adjustment

>> Retroactive Special Compensation

>> Over Payment Receivables

>> Earned Period No Contribution No Service

SIP

Payroll Reporting Scenarios - REG

» Report

  » Report Period Begin Date = 2010-08-01

  » Report Period End Date = 2010-08-31

  » Program Type = CPE

  » Test Report = true

  » Report Type = REG

Payroll Reporting Scenarios - REG

Report Period Begin Date = 2010-08-01	
Report Period End Date = 2010-08-31	
Program Type = CPE	
Report Type = REG	
Report Counter….	Record Type = PAY
	Record Type Count = ###
	Record Type Total = ####.##
Report Counter….	Record Type = SCP
	Record Type Count = ###
	Record Type Total = ####.##
Report Counter….	Record Type = OPR
	Record Type Count = #
	Record Type Total = ###.##
Participant….	

Payroll Reporting Scenarios - REG

Participant	Participant Info	Participants CalPERS ID = ##########
		First Name = John
		Last Name = Smith
	Participant Record Details	Earned Period Details….
		Payroll….

Payroll Reporting Scenarios – REG EPR

Participant Record Details	Earned Period Details	Record Period Begin Date = 2010-08-01
		Record Period End Date = 2010-08-31
	Payroll	Type of Transaction = EPR
		Appointment ID = ##########
		Pay Rate Type = MTY
		Reportable Earnings = ####.##
		Scheduled Full time Hours Per Week = ##
		Tax Deferred Member Paid Contribution = ###.##

Payroll Reporting Scenarios – REG

Participant….	Participant Info	Participants CalPERS ID = ##########
		First Name = Jane
		Last Name = Smith
	Participant Record Details	Earned Period Details….
		Payroll….
	Participant Record Details	Earned Period Details….
		Payroll….

Payroll Reporting Scenarios – REG EPR & PPA

Participant Record Details	Earned Period Details	Record Period Begin Date = 2010-08-01
		Record Period End Date = 2010-08-31
	Payroll	Type of Transaction = EPR
		Pay Rate Type = MTY
		Reportable Earnings = ####.##
		Scheduled Full time Hours Per Week = ##
		Tax Deferred Member Paid Contribution = ###.##
Participant Record Details	Earned Period Details	Record Period Begin Date = 2010-07-01
		Record Period End Date = 2010-07-31
	Payroll	Type of Transaction = PPA
		….

31

Payroll Reporting Scenarios – REG EPR

Participant	Participant Info	Participants CalPERS ID = ##########
		First Name = Mark
		Last Name = Jones
	Participant Record Details	Earned Period Details….
		Payroll….
	Participant Record Details	Earned Period Details….
		Payroll
	Participant Record Details	Earned Period Details….
		Service Credit Purchase

32

Payroll Reporting Scenarios – REG EPR

Earned Period Details	Record Period Begin Date = 2010-08-01	
	Record Period End Date = 2010-08-31	
	Payroll Record Memo = xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	
Payroll	Type of Transaction = EPR	
	Appointment ID = ##########	
	Pay Rate Type = MTY	
	Reportable Earnings = ####.##	
	Scheduled Full Time Hours Per Week = ##	
	Special Compensation	Special Compensation Category = SAP
		Special Compensation Type = TPP
		Special Compensation Amount = ##.##
	Tax Deferred Member Paid Contribution = ##.##	

Payroll Reporting Scenarios – REG RSC

Earned Period Details	Record Period Begin Date = 2010-01-01	
	Record Period End Date = 2010-07-31	
	Payroll Record Memo = xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	
Payroll	Type of Transaction = RSC	
	Appointment ID = ##########	
	Reportable Earnings = ####.##	
	Scheduled Full Time Hours Per Week = ##	
	Special Compensation	Special Compensation Category = SAP
		Special Compensation Type = TPP
		Special Compensation Amount = ###.##
	Tax Deferred Member Paid Contribution = ##.##	

Payroll Reporting Scenarios – REG SCP

Earned Period Details	Record Period Begin Date = 2010-08-01
	Record Period End Date = 2010-08-31
	Payroll Record Memo = xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
Service Credit Purchase Deduction	Taxed Member Paid Contribution = ##.##
	Tax Deferred Member Paid Contribution = ##.##

Payroll Reporting Scenarios – REG OPR

Participant….	Participant Info	Participants CalPERS ID = ##########
		First Name = Joe
		Last Name = Jensen
	Participant Record Details	Earned Period Details….
		Payroll….
	Participant Record Details	Earned Period Details….
		Deduction For Overpayment Receivables

Payroll Reporting Scenarios – REG OPR

Participant Record Details	Earned Period Details	Record Period Begin Date = 2010-08-01
		Record Period End Date = 2010-08-31
	Deduction For Overpayment Receivables	Taxed Member Paid Contribution = ###.##

Payroll Reporting Scenarios – REG EPN

Participant	Participant Info	Participants CalPERS ID = ##########
		First Name = Sally
		Last Name = Adams
	Participant Record Details	Earned Period Details….
		Payroll….

Payroll Reporting Scenarios – REG EPN

Participant Record Details	Earned Period Details	Record Period Begin Date = 2010-08-01
		Record Period End Date = 2010-08-31
		Payroll Record Memo = xxxxxxxxxxxxxxxxxxxxx
	Payroll	Type of Transaction = EPN
		Pay Rate Type = MTY
		Pay Rate = ##.##
		Reportable Earnings = ####.##
		Scheduled Full time Hours Per Week = ##
		Total Hours Worked = ##

Payroll Reporting Scenarios - SIP

» Report

   » Report Period Begin Date = 2010-08-01

   » Report Period End Date = 2010-08-31

   » Program Type = SP1

   » Test Report = true

   » Report Type = SIP

Payroll Reporting Scenarios - SIP

Report Period Begin Date = 2010-08-01	
Report Period End Date = 2010-08-31	
Program Type = SP1	
Test Report = true	
Report Type - SIP	
Report Counter	Record Type = SIP
	Record Type Count = ####
	Record Type Total = ####.##
	Supplemental Income Plan Details….
	Supplemental Income Plan Details….
Participant….	

Payroll Reporting Scenarios - SIP

Report Counter	Record Type = SIP	
	Record Type Count = ####	
	Record Type Total = ####.##	
	Supplemental Income Plan Details	SIP Plan ID = ######
		SIP Count = ####
		SIP Total = ####.##
	Supplemental Income Plan Details	SIP Plan ID = ######
		SIP Count = ####
		SIP Total = ####.##
	Supplemental Income Plan Details	….
Participant….		
Participant….		

42

Payroll Reporting Scenarios - SIP

Participant Info	Participants CalPERS ID = ##########		
	First Name = George		
	Last Name = Adams		
Participant Record Details	Earned Period Details	Record Period Begin Date = 2010-08-01	
		Record Period End Date = 2010-08-31	
	SIP	Plan ID = ##########	
		Reportable Earnings (Program Type = SP3 only)	
		Tax Deferred Member Paid Contributions = ###.##	
		After Tax Loan Payment = ###.##	
	Supplemental Income Plan….		
Participant Record Details….			

Payroll Reporting Scenarios

Appointment ID & Division ID Scenarios				
Employee	**Employer**	**Reporting Agency**	**Appointment ID**	**Division ID**
John Adams	District A	COE A-Z	Not submitted	Required
John Adams	District B	COE A-Z	Not submitted	Required
Susan Jones	District D (misc)	COE A-Z	Submitted	Not required
Susan Jones	District E (misc)	COE A-Z	Submitted	Not required
Jane Doe	District A (misc)	COE A-Z	Required*	Not required
Jane Doe	District A (safety)	COE A-Z	Required*	Not required

* Required if payroll is reported for both positions in the same payroll period

Payroll Reporting Scenarios

Service Credit Purchase Deductions		
Service Credit	**Taxed**	**Tax Deferred**
Deduction (SPM)	$150.00	
Total	$150.00	

Payroll Reporting Scenarios

Multiple Service Credit Purchase Deductions		
Service Credit	Taxed	Tax Deferred
Deduction (ARSC)	$200.00	
Deduction (SPM)		$150.00
Deduction (Military)	$150.00	
Total	$350.00	$150.00

Payroll Reporting Scenarios

Special Compensation		
Category	**Type**	**Amount***
PPP (Premium Pay)	TUP (Temporary Upgrade Pay)	$500.00
EDP (Educational Pay)	GAR (Government Agency Required Licenses)	$149.00
ICP (Incentive Pay)	BON (Bonus)	$150.00
SSI (Statutory Items)	HPP (Holiday Pay)	$150.00

* Required Data Element

47

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Polling Questions

Feedback

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Wrap Up

» Coming Events

  » 2010 Employer Forum

  » System Access Administrator

  » Town Halls

  » Seed Data

  » File Readiness Testing

Questions & Answers

Thank you!